

**Topsfield Finance Committee
Minutes to the Meetings
February 28, 2011**

I. **Call to Order:** Mark Lyons, Chairman, called the meeting to order at 5:30 p.m. with Heidi Bond, Paul Dierze, Kathy Hartmann, Stephen Lais, and Holger Luther present. Karen Dow joined the meeting at 6:00 p.m. Town Administrator Virginia Wilder, Town Moderator John Kinhan and Masconomet School Committee member Ken Vogel were present. Elementary School Principals Michelle Costa and Sarah O'Leary joined the meeting at 7:30 pm. Also joining the meeting at 7:30 pm were Sharon Lyons, Melissa McSweeney, Ellen Gaskell and Kathleen Curran.

II. **Minutes:** Minutes of February 14, 2011 were deferred.

III. **Department Presentations:**

- I. 5:40 p.m. Treasurer Barbara Michalowski discussed the Treasurer's budget submission.
- II. 5:45 p.m. Veteran's Agent Richard Cullinan discussed their budget submission. There is an effort to create a mechanism for directed donations that will help meet the needs of this department.
- III. 5:50 p.m. Parks and Cemetery Superintendent Stephen Shepard, together with Board members Michael Smerczynski and Charles Southard, discussed their budget submission.
- IV. 6:15 p.m. Conservation Administrator Lana Spillman discussed the Conservation Commission's budget with the Committee.
- V. 6:20 p.m. Inspector of Buildings Glenn Clohecy discussed the Inspectional Services budget submission with the Committee.
- VI. 6:30 p.m. Masconomet Superintendent Darryl Lockwood, CFO Susan Givens and School board members Larry Lindquist, Laura Powers, John Spencer and Ken Vogel discussed the draft budget and a possible related warrant article.
- VII. 7:10 p.m. A motion to recess passed 7-0.
- VIII. 7:30 p.m. Chairman Lyons reconvened the meeting.
- IX. 7:30 p.m. Elementary School Superintendent Bernie Creeden, Tri-Town Union Director of Finance and Human Resources Stephen Greenberg, Elementary School Committee Chairman Jeffrey Evaul, and Committee members Rosemarie Lucey, Susan Archer, Gordon Spater, and Jeanine Cunniff discussed the draft elementary school budget and potential school related warrant articles.

IV. **Updates:** There is an effort underway to have a Town forum to discuss the budget. The tentative date is March 23, 2011 in the Proctor cafeteria.

V. **Upcoming Meeting Schedule:** The next meeting of the Committee will be held on March 7, 2011 at 7:00 p.m in the Proctor School Library's Teacher's Lounge. Meetings will be scheduled weekly through 4/4/2011.

VI. **Adjourn:** A motion was made by Holger Luther to adjourn at 8:15 p.m., seconded by Steve Lais, voted in favor 7-0.

Respectfully submitted,
Paul Dierze